



Compensation and Benefits

Compensation: \$151,628 — \$229,501 annually. Starting salary will be dependent on qualifications, salary history, and career accomplishments. This position is subject to the provisions of the County's Management Appraisal and Performance Plan (MAPP), and is compensated at MAPP Range 17.

Benefits: The County of Los Angeles provides an excellent benefits package that allows employees to choose benefits that meet their specific needs. The package includes:

Retirement Plan – The successful candidate will participate in a contributory defined benefit plan. The Los Angeles County Employees Retirement Association (LACERA) has reciprocal agreements with several public retirement systems in California.

Upon retirement, the successful candidate may participate in a retiree healthcare benefits program. A new County employee hired after June 30, 2014, will be eligible to participate in the Los Angeles County Retiree Healthcare Benefits Program: Tier 2. Details on the Tier 2 program will be provided upon request.

Cafeteria Benefit Plan – Benefits may be purchased from the MegaFlex Cafeteria Benefit Plan using a tax-free County contribution of an additional 14.5% to 17% of the employee's monthly salary.

Non-Elective Days – 10 paid days per year with the option to buy an additional one to 20 elective annual leave days.

Flexible Spending Accounts – Employees may contribute up to \$200 per month tax-free to a Health Care Spending Account and \$400 per month tax-free to a Dependent Care Spending Account. The County contributes \$75 per month to the Dependent Care Spending Account.

Savings Plan (401k) – Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.

Deferred Compensation Plan (457) – Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.

Holidays – 11 paid days per year.

SOCIAL SECURITY ACT OF 2004 Section 419(c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website at www.socialsecurity.gov, or call toll free (800) 772-1213.

Persons who are deaf or hard of hearing may call the TTY number (800) 325-0778 or contact a local Social Security office.

VOLUNTARY STATE AND FEDERAL INFORMATION Pursuant to State and federal requirements, we are requesting that you voluntarily provide the following information: (1) your race/ethnicity and (2) your gender. This information should be on a separate piece of paper (without your name) attached to your resume. This page will be removed from your resume when it is received, kept confidential, and utilized solely for required statistical purposes.

This announcement may be downloaded from the COUNTY OF LOS ANGELES website at: <http://hr.lacounty.gov>.



The County of Los Angeles invites applications for

CHIEF LEGISLATIVE REPRESENTATIVE (UNCLASSIFIED), SACRAMENTO

Open from October 21, 2015 until filled
Annual Salary: \$151,628 — \$229,501



The County of Los Angeles

With a population of over 10 million people, the County of Los Angeles (County) has more residents than any county in the nation, and within its boundaries are 88 cities. It is rich in cultural diversity and home to world renowned museums, theaters, the nation's motion picture industry, major universities, and numerous five-star restaurants.

The County is governed by a five-member Board of Supervisors (Board) who are elected on a nonpartisan basis and serve four-year staggered terms. As the governing body, the Board serves as both the executive and legislative authority of the largest and most complex county government in the United States. There are 34 appointed department heads that report to the Board. There are also three elected officials (Assessor, District Attorney, and Sheriff) for a total of 37 major administrative units or departments that currently serve the needs of the County's residents.

The County's annual budget for fiscal year 2015-16 is over \$27 billion, with funding for approximately 108,000 positions to serve its diverse population.

The Opportunity

The Chief Legislative Representative is the face of the County of Los Angeles in the State Capital and leads the County's Sacramento office directing legislative advocacy and managing County support staff, including third party, contract legislative advocates. This high profile position represents the County's interests with the State Legislature, the Governor's Office, various State agencies and other entities.

The position is unclassified and reports directly to the Assistant Chief Executive Officer of the Legislative Affairs and Intergovernmental Relations Branch. The Chief Legislative Representative is accountable for identifying, monitoring, analyzing, developing, and strategizing advocacy and efficacy related to any and all legislative and/or State Budget proposals, policies, legislation and/or administrative regulation.

The appointed individual will work collaboratively with key legislative personnel in the Chief Executive Office's Legislative Affairs and Intergovernmental Relations Branch, County Departments and Board offices, on issues pertaining to the County's State legislative interests.

Examples of Key Duties

- Represents the County's interests with the California Legislature, the Governor's Administration, and various State agencies, and other forums.
- Plans and manages the work of the County's Sacramento Advocacy office, and advises subordinate staff members on legislative strategy, advocacy, work methods and policy interpretations.
- Tracks and communicates legislative issues and trends impacting County programs and services, and maintains ongoing liaison with key stakeholders impacted.
- Develops ongoing analyses, updates and reports concerning the County's legislative programs, issues and interests, policies and priorities.
- Analyzes State Budget proposals in pursuit of the County's positions and public interests in areas such as health, welfare, criminal justice and municipal services.
- Oversees the preparation of correspondence, reports, and studies related to legislative issues.
- Provides testimony at legislative committee hearings.
- Develops agendas and coordinates logistics for advocacy visits of members of the Board Supervisors and key County officials and representatives to Sacramento.
- Represents Los Angeles County and works in coalition with the California State Association of Counties, the Urban Counties Caucus, the National Association of Counties and other mutual interest associations.
- Maintains relationships with key representatives of other State and Federal jurisdictions, entities and associations, and keeps them advised of County positions, issues and interests.
- Works closely with members of the Los Angeles County Legislative Delegation.

Qualifying Education and Experience

Minimum qualifications for consideration are:

Five years of highly responsible and accountable experience managing complex legislative issues and working directly with members of the California Legislature and Administration officials on State public policy issues, governmental affairs, and advocacy impacting areas such as health, welfare, criminal justice and municipal services.

Desirable qualifications include:

- Experience analyzing State legislation and developing legislative proposals to advance the operations and financing of local government programs.
- Experience overseeing and leading a team of staff members and contract advocates.
- Demonstrated Experience and demonstrated track record of involvement and accomplishments with local government and legislative/regulatory issues.
- Strong understanding of Sacramento legislative advocacy and communication strategies.
- Demonstrated track record of success in cultivating and sustaining critical relationships with a variety of key stakeholders, including elected and public officials, the media, advocacy groups, and representatives from other entities.
- Exceptional communication and interpersonal skills.
- A Bachelor's degree or higher from an accredited college or university.

For Consideration

Highly qualified candidates are invited to submit a statement of interest, a comprehensive resume detailing their knowledge, skills, and abilities relevant to this position and current salary information. Submission should include **ALL** of the following:

1. Candidate's ability to meet the requirements as stated in the Qualifying Education and Experience section of this announcement.
2. For organizations and programs managed, the name of each employer, job title, size of organization's budget, number and composition of personnel supervised, scope of management responsibilities, functions managed, dates of employment, and current salary.
3. Names of schools, colleges and universities attended, dates attended, degrees earned, and field(s) of study. Please enclose verification of degree(s), licenses and certificates together with the resume.

Materials received by October 28, 2015, will be given first consideration.

Please submit resume packages to the following e-mail address: rhernandez2@ceo.lacounty.gov.

Please indicate the position title of **Chief Legislative Representative (Sacramento)** in the

subject line of your e-mail. Confidential inquiries welcomed to Rowena Hernandez,

Chief Executive Office

500 West Temple Street, Room 785, Los Angeles, CA 90012

Email: rhernandez2@ceo.lacounty.gov Telephone (213) 974-1025

